

# TAMWORTH FARM ALLOTMENT SOCIETY COMMITTEE MEETING MINUTES 7.00pm, 1 December 2025



Attendees: Steffi Backhouse (SB), Elisabetta Costantini (EC), Julie Mallett (JM), Anthony Redpath (AR), Rob Rudolf (RR), Craig Sisterson (CS), Bev Stansfield (BS), Kathleen Stevens (KS) & Katy Willison (KW)

**Apologies:** Jo Rodgers.

## Minutes and Actions

1. Minutes from November meeting were agreed.
2. Actions updated since November meeting:
  - a. *Comprehensive plumbing bag*: has been obtained by RR. Plot-holders along with RR and AR, are now better set up to fix future tap etc issues moving forward.
  - b. *TFAS social media*: (update from TFAS Committee WhatsApp chat) access issue not yet solved, but JR has investigated and contacted Leanne. JR has also has contacted Instagram support, and will chase.
  - c. *Green waste bay*: after much delay, has now been cleared by Merton Council. Short-term issue has gone away but no certainty over future green waste clearances. KW is a little hopeful that in future it may be easier. Councillor Agatha was very helpful.
  - d. *TFAS 2025/2026 Priorities Paper*: AR circulated this evening a paper summarising 2025/2026 priorities identified by TFAS Committee at 10 November 2025 meeting.  
**Action: Committee members to examine paper and respond to AR within a week.**

## Site Maintenance Report

3. RR presented the site maintenance report: AR has begun to instal higher fencing to deter break-ins, where we've previously had a break in. Green waste bay has been emptied.
4. **Break-ins**: RR noted there was evidence of two break-in attempts near the Horseshoe North Gate. The new higher fence had worked as intended (bending/collapsing under the weight of the attempted intruder/s).
5. **Water has now been turned off.**
6. RR also thanked KS for helping with **manure**. There has been big plot-holder uptake when manure delivered. Good that plot-holders using resources.

## SCHEDULED BUSINESS

### Treasurer Report and Debtor Checklist

7. KW discussed the Treasurer report and debtor checklist, circulated to Committee members on Friday 28 November. Currently chasing plot-holders who have not yet paid their annual rent. Approximately 16-20 people at time of report, some have since paid.

8. Four people are on payment plans so we are not chasing them.
9. Eileen will now chase people who have not paid and not responded to emails etc.
10. Bank balance as a whole is very healthy, but we do need to collect outstanding rent ASAP.

#### **TFAS Finance Protocol**

11. KW explained the importance of the Finance Protocol document and its procedures and checks for the benefit of new Committee members. It is working well.
12. Committee approved the Finance Protocol as is for use over the coming year. KW to update date on document to reflect its fresh approval.

#### **Budget and Capital Spend**

13. KW presented the Budget and Capital spend report previously circulated to Committee members on 28 November. Current TFAS bank balance approximately \$45k, with an annual budget of £22k. We set aside reserves for Wave water, plus other reserves for unexpected costs that may arise. There is money available for one-off projects to support/improve site.
14. It was noted that if the Committee decides to spend funds on projects, then we need to ensure commitment and action plans so that such monies do not go to waste.
15. **Common Shed:** Discussed needing to do a work costing. RR noted Committee has previously made a general decision to replace wooden decking with concrete slabs. Slabs would cost £6-£7 per square metre, which will add up (better for costs and the environment if we can recycle slabs rather than buying new). AR and RR to do costings. Committee agreed this is a good use of capital. JM suggested using AI to develop a schedule of works for the project.
16. **Compost Bays (and other works) in South end of Farm:** AR brought up the possibility of building compost bays in south end of the Farm, akin to communal compost bays in Rose Avenue, as good use of capital. KS to help work out plan and investigate. Committee was in support of idea in general.
17. AR raised the possibility of dedicated bay for waste metal. SB raised possibility of putting communal shed on the Farm. KW said could include shed near planned compost bays.
18. JM noted we should be clear who from the committee should be involved in the groups looking at plans or next steps for each project. Committee discussed, leading to:
  - a. **Action (Farm Group):** AR, RR, KW and KS agreed to be in group tasked to look at how to best use the south end of farm – compost bays and/or any other works such as clearing, metal bay, new shed. Site meeting next action.
  - b. **Action (Horseshoe Shed group):** CS, SB, AR and RR to investigate and plan Horseshoe paving project, with a Site Meeting the next action.
19. **Further planting:** RR said he will look to plant more including honeysuckle to grow up the fence by the college. RR to source, KS to donate some honeysuckle.
20. **Site Survey:** SB suggested we should do a site survey, photographing the area around the community shed and work out what is ours and what belongs to plot-holders but has been stored there. **Action: complete site survey by 31 December, in preparation for Spring works.**

#### **Insurance renewal**

21. Treasury team to review the new premium when it arrives late December, and unless there is an issue, will pay for next year of cover as usual. Agreed by Committee.

**ANY OTHER BUSINESS:** No other business to discuss this month. Meeting closed.

#### COMMUNICATIONS ACTION FOR DECEMBER

To:	Format of communication:	Topic/Issue:	Action:	By:
Horseshoe plot holders	Verbal discussions	Clearance of communal area	RR	31 Dec

#### ACTIONS IN DECEMBER

Item	Action	Name	Target date/ Completed
2 June 2025	Investigate and historic use of land with Charity Commission	AR	Ongoing
7 April	Look at work needed to Horseshoe shed, consider what would be a suitable replacement for decked area and whether this should be done by volunteers or we should pay for professional help.	RR	Ongoing
6 May	Prepare list of 15 minute jobs to do across the site to encourage plot holders on communal activities.	JM/ SB	Ongoing
10 Nov	Try and get Instagram account working	JR/ KS	31 Dec
1 Dec 2025	Comments to AR on 2025/2026 Priorities Paper	All	15 Dec
1 Dec 2025	Sub-Committee group to investigate works for south of Farm (compost, metal bays, shed, etc), starting with site meeting this month	AR, RR, KW and KS	31 Dec
1 Dec 2025	Sub-Committee group to investigate works for Horseshoe shed paving project, starting with site meeting. Also conduct site survey of area.	CS, SB, AR and RR	31 Dec

#### Dates for the Diary 2025/26 (all on Monday unless otherwise stated)

5 January 2026

3 August 2026 (may not be needed)

2 February 2026

7 September 2026

2 March 2026

5 October 2026

Tuesday 7 April 2026

AGM Sunday 1 November 2026 TBC

Tuesday 5 May 2026

2 November 2026

1 June 2026

7 December 2026

6 July 2026